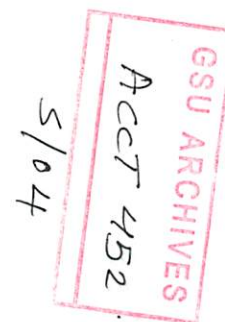


ACCT 452
Accounting Information Systems
Governors State University
Syllabus



Instructor: Edna M. Fry MBA/CPA
Session: Summer 2004
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Office: G197 (New Faculty Office Building)
Credit Hours: 3
Office Hours: Monday 4:00 - 600 p.m.
Wednesday 4:00 - 6:00 p.m.

Catalog Description: An overview of computerized accounting information systems analysis, design, and implementation. Internal controls in a computerized environment. Development and use of accounting in business application areas.

Prerequisites: Mis301 and Accounting 453 or equivalent.

Textbooks:

Moscove, Simkin, and Bagranoff, Accounting Information Systems, John Wiley & Sons, Inc., 8th Edition, 2003

Shelly Cashman Vermaat, Microsoft Office Excel 2003: Comprehensive Concepts and Techniques, CourseTechnology, 2004 (not required)

Shelly Cashman Vermaat, Microsoft Office Access 2003: Comprehensive Concepts and Techniques, Course Technology, 2004 (not required)

SAM/TOM XP CD (available at the bookstore)

Computerized Accounting Using Microsoft Great Plains Dynamics, Armond Dalton Publishers, Inc. 2001

Class Policies and General Educational Issues:

- Buddy up with a classmate. They can be invaluable for helping and keeping up.
- If you must miss class, class information will be available through WebCt.

- Make-up exams will be given only in cases of excused absences. If you are ill, this will require a doctor's excuse; out of town business, a receipt of airfare, etc; sick child, doctor's receipt; car trouble, receipt from garage, etc. (Each of these must be dated with the exam date in question.)
- Written assignments are to be free of spelling, punctuation, and grammar errors. Awkward phrases or unclear remarks will result in loss of points. Most software packages automatically check for these errors, so the existence of such errors tends to indicate that the user does not know how to correctly use the package.
- Sloppy or poorly presented work shows lack of respect for you, the instructor, and the class material. Therefore, it will be returned for improvement without grading.
- All reading material should be read prior to the class when it will be discussed.
- Some time is available during class, which may be used to work on assignments. However, **you should expect** to spend many hours in the computer labs (or on a personal computer) to complete the assignments.
- Copying of assignments cheats the student out of learning the tools valuable for survival in today's business world. Therefore copying will not be tolerated and will be handled according to the University's rules of conduct, Student handbook.
- Incomplete will be for (provable) extenuating circumstances only and will be given within University guidelines. Failure to complete the assignments is NOT an extenuating circumstance.

COURSE OBJECTIVES:

- Realize the global impact of the “Information Age” on the accounting function.
- Examine the evolving role of AIS, its integration with other functions.
- Understanding of the AIS Life Cycle and Systems Development Process.
- Differentiate the subsets of AIS: TPS (transacting processing), DSS (decision support systems), expert systems, and others.
- Discuss responsibilities concerning information management: data collection (relevant, accurate, timely, concise, complete) and data distribution (security, privacy, and other issues including ethical conduct).
- Explore auditing in a computerized environment.
- Use and evaluate accounting software.
- Investigate advances in technology (current and proposed) as they apply to AIS.
- Promote life-long learning in the field, including the ability to evaluate current literature.
- Provide opportunities to further develop selected skills: writing (focus on being concise and organized).
- Interpersonal (group work), and oral presentation (formal and informal)
- Enable students to successfully pass professional exams such as the CPA or CMA exam.

Syllabus statement for persons with disabilities:

It is the intention of this institution to support full participation of all students, regardless of physical ability level. Therefore, if any student needs consideration of his/her physical abilities in order to complete the course, please notify the instructor as soon as possible.

Note: This syllabus is subject to changes as the trimester progresses.

Manner of Instruction:

- **WebCt will be used in this course.**

- Lecture and class discussion of text topics and software. Students are encouraged to ask questions related to the text...**Especially** current and breaking events in the field.
- Audio-visuals, student hand-on experience with exercises, problems, and examinations.
- Computer assignments to illustrate the topics.

Grades and Evaluation:

Category	Points
<u>Core Concepts of Accounting Information Systems</u>	
Midterm	100
Final	100
Quizzes (Best 8 out of 9)	100
Microsoft Great Plains	75
Excel Xp/Access Xp	
Sam / Tom	
Access	75
Test 1 (Excel)	50
Test 2 (Excel)	50
Total	550

Grading Scale

All Grades will be posted in WebCt GradeBook

90-100%	A
80-89%	B
70-79%	C
60-69%	D
Below	F